

Competencies Role: HR Advisor

Competency

Competency Description

Characteristics, Behaviors, Attributes, Skills

Developing Human Potential

Enables employees, enterprise-wide, opportunities to experience exceptional quality of work life to produce positive change in oneself and in own environment. Demonstrates an understanding of human behavior when developing strategies to improve performance.

- Understands the inherent nature of employees and the drivers of human behavior
- Understands human dynamics and the interaction of people
- Works with others individually or in a team to promote development
- Demonstrates **self-knowledge** regarding strengths, development needs, and ability to succeed
- Provides a work environment which allows employees to thrive, grow, and give their best effort to the team and mission
- Recognizes the various adult learning styles and offers alternative and fitting solutions to learning and development issues
- Aligns HR development (HRD) programs with the organization's strategic plan, mission, goals, and objectives
- Demonstrates knowledge of how to coordinate results from developing employee work plans
- Demonstrates awareness and impact of team work planning
- Recognizes when others need assistance and provides support to advance organizational goals
- Expands or realizes the potential, ability, or capacity for growth or development
- **Continually learns** and is **dedicated** to lifelong development and to human potential
- **Conceptualizes** human potential and translates so others can understand
- Helps others develop strategic thinking in more complex, expanded, and unique situations
- Recognizes, respects, and appreciates diversity in the work environment and among people

Developing Human Potential

Proficiency Level 1 – Awareness

- Recognizes various adult learning styles and alternative solutions to learning and development issues
- Demonstrates awareness and impact of team work planning
- Understands the value of continual learning

Proficiency Level 2 – Basic

- Recognizes when others need assistance and provides support to achieve organizational goals
- Recognizes, respects, and appreciates diversity in the work environment

Proficiency Level 3 – Intermediate

- Understands the inherent nature of employees and the dynamics of human interaction
- Demonstrates self knowledge of strengths and weaknesses
- Demonstrates understanding of how to coordinate results from developing employee work plans

Proficiency Level 4 – Advanced

- Expands the potential, ability, or capacity for growth and development
- Conceptualizes human potential and translates so that others may understand

Proficiency Level 5 – Expert

- Assists others in developing strategic thinking in more complex, unique, and expanded situation
- Builds the capacity, in others, for self-knowledge of strengths, developmental needs, and the ability to succeed

The table below displays the proficiency level for the Developing Human Potential competency assigned by grade level (grades 5 through 15).

Developing Human Potential Competency Proficiency Level							
Pay Band							
[pb 1]		[pb 2]				[pb 3]	
Grade Level							
5	7	9	11	12	13	14	15+
Proficiency Level							
1	1	1	2	3	4	5	5